



3015 (02-09-04)

ANNUAL REPORT

OF

Name: GRESHAM MUNICIPAL WATER AND SEWER UTILITY

Principal Office: P.O. BOX 50
GRESHAM, WI 54128

For the Year Ended: DECEMBER 31, 2002

WATER, ELECTRIC, OR JOINT UTILITY
TO
PUBLIC SERVICE COMMISSION OF WISCONSIN

P.O. Box 7854
Madison, WI 53707-7854
(608) 266-3766

This form is required under Wis. Stat. § 196.07. Failure to file the form by the statutory filing date can result in the imposition of a penalty under Wis. Stat. § 196.66. The penalty which can be imposed by this section of the statutes is a forfeiture of not less than \$25 nor more than \$5,000 for each violation. Each day subsequent to the filing date constitutes a separate and distinct violation. The filed form is available to the public and personally identifiable information may be used for purposes other than those related to public utility regulation.

SIGNATURE PAGE

I LEE EBERT of _____
(Person responsible for accounts)

_____, certify that I
(Utility Name)

am the person responsible for accounts; that I have examined the following report and, to the best of my knowledge, information and belief, it is a correct statement of the business and affairs of said utility for the period covered by the report in respect to each and every matter set forth therein.

	04/30/2003
(Signature of person responsible for accounts)	(Date)

UTILITY MANAGER

(Title)

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IDENTIFICATION AND OWNERSHIP

Exact Utility Name: GRESHAM MUNICIPAL WATER AND SEWER UTILITY**Utility Address:** P.O. BOX 50
GRESHAM, WI 54128**When was utility organized?** 1/1/1955**Report any change in name:****Effective Date:****Utility Web Site:**

Utility employee in charge of correspondence concerning this report:

Name: LORETTA PLESHEK**Title:** OFFICE MANAGER**Office Address:**P.O. BOX 50
GRESHAM, WI 54128**Telephone:** (715) 787 - 3244**Fax Number:** (715) 787 - 1313**E-mail Address:**

Individual or firm, if other than utility employee, preparing this report:

Name: KAREN K KERBER, CPA**Title:** SHAREHOLDER**Office Address:** KERBER, ROSE & ASSOCIATES, S.C.115 E FIFTH STREET
SHAWANO, WI 54166**Telephone:** (715) 526 - 9400**Fax Number:** (715) 524 - 2599**E-mail Address:** kkerber@kerberrose.com

President, chairman, or head of utility commission/board or committee:

Name: RICK GIESE**Title:** CHAIRMAN**Office Address:**1523 MAIN STREET
GRESHAM, WI 54128**Telephone:** (715) 787 - 3244**Fax Number:** (715) 787 - 1313**E-mail Address:**

Are records of utility audited by individuals or firms, other than utility employee? YES

IDENTIFICATION AND OWNERSHIP

Individual or firm, if other than utility employee, auditing utility records:

Name: KAREN K KERBER, CPA**Title:** SHAREHOLDER**Office Address:** KERBER, ROSE & ASSOCIATES, S.C.
115 E FIFTH STREET
SHAWANO, WI 54166**Telephone:** (715) 526 - 9400**Fax Number:** (715) 524 - 2599**E-mail Address:** kkerber@kerberrose.com**Date of most recent audit report:** 3/24/2003**Period covered by most recent audit:** DECEMBER 31, 2002

Names and titles of utility management including manager or superintendent:

Name: LEE EBERT**Title:** VILLAGE MANAGER**Office Address:**
P.O. BOX 50
GRESHAM, WI 54128**Telephone:** (715) 787 - 3244**Fax Number:** (715) 787 - 1313**E-mail Address:**

Name of utility commission/committee: UTILITY COMMITTEE

Names of members of utility commission/committee:

DAN BOUCHER

RICK GIESE

ROBERT KLOPKE

Is sewer service rendered by the utility? YES**If "yes," has the municipality, by ordinance, combined the water and sewer service into a single public utility, as provided by Wis. Stat. § 66.0819 of the Wisconsin Statutes?** YES**Date of Ordinance:** 1/1/1955**Are any of the utility administrative or operational functions under contract or agreement with an outside provider for the year covered by this annual report and/or current year (i.e., operation of water or sewer treatment plant)?** NO

Provide the following information regarding the provider(s) of contract services:

IDENTIFICATION AND OWNERSHIP

Firm Name:

Contact Person:

Title:

Telephone:

Fax Number:

E-mail Address:

Contract/Agreement beginning-ending dates:

Provide a brief description of the nature of Contract Operations being provided:

INCOME STATEMENT

Particulars (a)	This Year (b)	Last Year (c)	
UTILITY OPERATING INCOME			
Operating Revenues (400)	138,350	140,664	1
Operating Expenses:			
Operation and Maintenance Expense (401)	123,558	110,093	2
Depreciation Expense (403)	25,530	25,423	3
Amortization Expense (404)	0	0	4
Taxes (408)	7,650	7,440	5
Total Operating Expenses	156,738	142,956	
Net Operating Income	(18,388)	(2,292)	
Income from Utility Plant Leased to Others (412-413)	0	0	6
Utility Operating Income	(18,388)	(2,292)	
OTHER INCOME			
Income from Merchandising, Jobbing and Contract Work (415-416)	0	0	7
Nonoperating Rental Income (418)	0	0	8
Interest and Dividend Income (419)	191	368	9
Miscellaneous Nonoperating Income (421)	0	2,000	10
Total Other Income	191	2,368	
Total Income	(18,197)	76	
MISCELLANEOUS INCOME DEDUCTIONS			
Miscellaneous Amortization (425)	0	0	11
Other Income Deductions (426)	0	0	12
Total Miscellaneous Income Deductions	0	0	
Income Before Interest Charges	(18,197)	76	
INTEREST CHARGES			
Interest on Long-Term Debt (427)	0	0	13
Amortization of Debt Discount and Expense (428)			14
Amortization of Premium on Debt--Cr. (429)			15
Interest on Debt to Municipality (430)	0	0	16
Other Interest Expense (431)	475	0	17
Interest Charged to Construction--Cr. (432)			18
Total Interest Charges	475	0	
Net Income	(18,672)	76	
EARNED SURPLUS			
Unappropriated Earned Surplus (Beginning of Year) (216)	86,945	91,014	19
Balance Transferred from Income (433)	(18,672)	76	20
Miscellaneous Credits to Surplus (434)	3,021	3,021	21
Miscellaneous Debits to Surplus--Debit (435)	2,000	7,166	22
Appropriations of Surplus--Debit (436)	0	0	23
Appropriations of Income to Municipal Funds--Debit (439)	0	0	24
Total Unappropriated Earned Surplus End of Year (216)	69,294	86,945	

INCOME STATEMENT ACCOUNT DETAILS

1. Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.
2. Nonregulated sewer income should be reported as Miscellaneous Nonoperating Income, Account 421.

Description of Item (a)	Amount (b)	
Revenues from Utility Plant Leased to Others (412):		
NONE		1
Total (Acct. 412):	0	
Expenses of Utility Plant Leased to Others (413):		
NONE		2
Total (Acct. 413):	0	
Nonoperating Rental Income (418):		
NONE		3
Total (Acct. 418):	0	
Interest and Dividend Income (419):		
INTEREST AND DIVIDEND INCOME	191	4
Total (Acct. 419):	191	
Miscellaneous Nonoperating Income (421):		
NONE		5
Total (Acct. 421):	0	
Miscellaneous Amortization (425):		
NONE		6
Total (Acct. 425):	0	
Other Income Deductions (426):		
NONE		7
Total (Acct. 426):	0	
Miscellaneous Credits to Surplus (434):		
LOCAL AND SCHOOL TAXES WAIVED	3,021	8
Total (Acct. 434):	3,021	
Miscellaneous Debits to Surplus (435):		
SANITARY SEWER CHARGES TO VILLAGE OF GRESHAM FORGIVEN	2,000	9
Total (Acct. 435)--Debit:	2,000	
Appropriations of Surplus (436):		
Detail appropriations to (from) account 215		10
Total (Acct. 436)--Debit:	0	
Appropriations of Income to Municipal Funds (439):		
NONE		11
Total (Acct. 439)--Debit:	0	

INCOME FROM MERCHANDISING, JOBBING & CONTRACT WORK (ACCTS. 415-416)

Particulars (a)	Water (b)	Electric (c)	Sewer (d)	Gas (e)	Total (f)	
Revenues (account 415)					0	1
Costs and Expenses of Merchandising, Jobbing and Contract Work (416):						
Cost of merchandise sold					0	2
Payroll					0	3
Materials					0	4
Taxes					0	5
Other (list by major classes):						
NONE					0	6
Total costs and expenses	0	0	0	0	0	
Net income (or loss)	0	0	0	0	0	

REVENUES SUBJECT TO WISCONSIN REMAINDER ASSESSMENT

1. Report data necessary to calculate revenue subject to Wisconsin remainder assessment pursuant to Wis. Stat. § 196.85(2) and Wis. Admin. Code Ch. PSC 5.
2. If the sewer department is not regulated by the PSC, do not report sewer department data in column (d).

Description (a)	Water Utility (b)	Electric Utility (c)	Sewer Utility (Regulated Only) (d)	Gas Utility (e)	Total (f)	
Total operating revenues	53,216	0	85,134	0	138,350	1
Less: interdepartmental sales	1,215		899	0	2,114	2
Less: interdepartmental rents					0	3
Less: return on net investment in meters charged to regulated sewer department. (Do not report if nonregulated sewer.)	37				37	4
Less: uncollectibles directly expensed as reported in water acct. 904 (690 class D), sewer acct. 843, and electric acct. 904 (590 class D) -or- Net write-offs when Accumulated Provision for Uncollectible Accounts (acct. 144) is maintained	29		48		77	5
Other Increases or (Decreases) to Operating Revenues - Specify:						
NONE					0	6
Revenues subject to Wisconsin Remainder Assessment	51,935	0	84,187	0	136,122	

BALANCE SHEET

Assets and Other Debits (a)	Balance End of Year (b)	Balance First of Year (c)	
UTILITY PLANT			
Utility Plant (100)	1,247,721	1,177,536	1
Less: Accumulated Provision for Depreciation and Amortization of Utility Plant (110)	506,816	481,286	2
Net Utility Plant	740,905	696,250	
OTHER PROPERTY AND INVESTMENTS			
Nonutility Property (121)	0	0	3
Less: Accumulated Provision for Depreciation and Amortization of Nonutility Property (122)	0	0	4
Net Nonutility Property	0	0	
Investment in Municipality (123)	0	0	5
Other Investments (124)	0	0	6
Special Funds (125)	0	0	7
Total Other Property and Investments	0	0	
CURRENT AND ACCRUED ASSETS			
Cash and Working Funds (131)	301,741	45,688	8
Temporary Cash Investments (132)			9
Notes Receivable (141)	0	0	10
Customer Accounts Receivable (142)	15,183	13,494	11
Other Accounts Receivable (143)	309	618	12
Accumulated Provision for Uncollectible Accounts- -Cr. (144)	0	0	13
Receivables from Municipality (145)	508	123	14
Materials and Supplies (150)	3,985	2,949	15
Prepayments (165)	0	0	16
Other Current and Accrued Assets (170)			17
Total Current and Accrued Assets	321,726	62,872	
DEFERRED DEBITS			
Unamortized Debt Discount and Expense (181)	0	0	18
Extraordinary Property Losses (182)	0	0	19
Other Deferred Debits (183)	0	2,425	20
Total Deferred Debits	0	2,425	
Total Assets and Other Debits	1,062,631	761,547	

BALANCE SHEET

Liabilities and Other Credits (a)	Balance End of Year (b)	Balance First of Year (c)	
PROPRIETARY CAPITAL			
Capital Paid in by Municipality (200)	4,526	4,526	21
Appropriated Earned Surplus (215)			22
Unappropriated Earned Surplus (216)	69,294	86,945	23
Total Proprietary Capital	73,820	91,471	
LONG-TERM DEBT			
Bonds (221)	0	0	24
Advances from Municipality (223)	0	0	25
Other long-Term Debt (224)	0	0	26
Total Long-Term Debt	0	0	
CURRENT AND ACCRUED LIABILITIES			
Notes Payable (231)	315,000	0	27
Accounts Payable (232)	10,233	6,163	28
Payables to Municipality (233)	1,513	1,419	29
Customer Deposits (235)			30
Taxes Accrued (236)	0	0	31
Interest Accrued (237)	0	0	32
Other Current and Accrued Liabilities (238)	13,013	13,442	33
Total Current and Accrued Liabilities	339,759	21,024	
DEFERRED CREDITS			
Unamortized Premium on Debt (251)	0	0	34
Customer Advances for Construction (252)			35
Other Deferred Credits (253)	0	0	36
Total Deferred Credits	0	0	
OPERATING RESERVES			
Miscellaneous Operating Reserves (265)			37
Total Operating Reserves	0	0	
CONTRIBUTIONS IN AID OF CONSTRUCTION			
Contributions in Aid of Construction (271)	649,052	649,052	38
Total Liabilities and Other Credits	1,062,631	761,547	

NET UTILITY PLANT

Report utility plant accounts and related accumulated provisions for depreciation and amortization after allocation of common plant accounts and related provisions for depreciation and amortization to utility departments as of December 31.

Particulars (a)	Water (b)	Sewer (c)	Gas (d)	Electric (e)	
Plant Accounts:					
Utility Plant in Service (100)	222,133	890,510	0	0	1
Utility Plant Purchased or Sold (391)					2
Utility Plant in Process of Reclassification (392)					3
Utility Plant Leased to Others (393)					4
Property Held for Future Use (394)		22,411			5
Construction Work in Progress (395)	112,667				6
Utility Plant Acquisition Adjustments (396)					7
Other Utility Plant Adjustments (397)					8
Total Utility Plant	334,800	912,921	0	0	
Accumulated Provision for Depreciation and Amortization:					
Accumulated Provision for Depreciation of Utility Plant in Service (110)	88,315	418,501	0	0	9
Total Accumulated Provision	88,315	418,501	0	0	
Net Utility Plant	246,485	494,420	0	0	

ACCUMULATED PROVISION FOR DEPRECIATION AND AMORTIZATION OF UTILITY PLANT (ACCT. 110)

Depreciation Accruals (Credits) during the year:

1. Report the amounts charged in the operating sections to Depreciation Expense (403).
2. If sewer operations are nonregulated, do not report sewer depreciation on this schedule.
3. Report the Depreciation Expense on Meters charged to sewer operations as an addition in the Water column.
If the sewer is also a regulated utility by the PSC, report an equal amount as a reduction in the Sewer column.
4. Report all other accruals charged to other accounts, such as to clearing accounts.

Particulars (a)	Water (b)	Sewer (c)	(d)	(e)	Total (f)	
Balance first of year	83,882	397,404			481,286	1
Credits During Year						2
Accruals:						3
Charged depreciation expense (403)	4,225	21,305			25,530	4
Depreciation expense on meters						5
charged to sewer (see Note 3)	208	(208)			0	6
Accruals charged other						7
accounts (specify):						8
					0	9
Salvage					0	10
Other credits (specify):						11
					0	12
Total credits	4,433	21,097	0	0	25,530	13
Debits during year						14
Book cost of plant retired	0	0			0	15
Cost of removal					0	16
Other debits (specify):						17
					0	18
Total debits	0	0	0	0	0	19
Balance End of Year	88,315	418,501	0	0	506,816	20
Composite Depreciation Rate?	Yes	Yes				21
If yes, what is the rate?	2.00%	2.39%				22

NET NONUTILITY PROPERTY (ACCTS. 121 & 122)

1. Report separately each item of property with a book cost of \$5,000 or more included in account 121.
2. Other items may be grouped by classes of property.
3. Describe in detail any investment in sewer department carried in this account.

Description (a)	Balance First of Year (b)	Additions During Year (c)	Deductions During Year (d)	Balance End of Year (e)	
Nonregulated sewer plant	0			0	1
Other (specify):					
NONE	0			0	2
Total Nonutility Property (121)	0	0	0	0	
Less accum. prov. depr. & amort. (122)	0			0	3
Net Nonutility Property	0	0	0	0	

ACCUMULATED PROVISION FOR UNCOLLECTIBLE ACCOUNTS-CR. (ACCT. 144)

Particulars (a)	Amount (b)	
Balance first of year	0	1
Additions:		
Provision for uncollectibles during year		2
Collection of accounts previously written off: Utility Customers		3
Collection of accounts previously written off: Others		4
Total Additions	<u>0</u>	
Deductions:		
Accounts written off during the year: Utility Customers		5
Accounts written off during the year: Others		6
Total accounts written off	<u>0</u>	
Balance end of year	<u><u>0</u></u>	

MATERIALS AND SUPPLIES

Account (a)	Generation (b)	Transmission (c)	Distribution (d)	Other (e)	Total End of Year (f)	Amount Prior Year (g)	
Electric Utility							
Fuel for generation					0	0	1
Other					0	0	2
Total Electric Utility					0	0	

Account	Total End of Year	Amount Prior Year	
Electric utility total	0	0	1
Water utility	3,631	2,595	2
Sewer utility	354	354	3
Gas utility		0	4
Merchandise		0	5
Other materials & supplies		0	6
Total Materials and Supplies	3,985	2,949	

UNAMORTIZED DEBT DISCOUNT & EXPENSE & PREMIUM ON DEBT (ACCTS. 181 AND 251)

Report net discount and expense or premium separately for each security issue.

Debt Issue to Which Related (a)	Written Off During Year		Balance End of Year (d)	
	Amount (b)	Account Charged or Credited (c)		
Unamortized debt discount & expense (181)				
NONE				1
Total			0	
Unamortized premium on debt (251)				
NONE				2
Total			0	

CAPITAL PAID IN BY MUNICIPALITY (ACCT. 200)

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D, sewer and privates) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Amount (b)	
Balance first of year	4,526	1
Changes during year (explain):		
NONE		2
Balance end of year	4,526	

BONDS (ACCT. 221)

1. Report hereunder information required for each separate issue of bonds.
2. If there is more than one interest rate for an aggregate obligation issue, average the interest rates and report one rate.
3. Proceeds advanced by the municipality from sale of general obligation bonds, if repayable by utility, should be included in account 223.

Description of Issue (a)	Date of Issue (b)	Final Maturity Date (c)	Interest Rate (d)	Principal Amount End of Year (e)
-------------------------------------	----------------------------------	--	----------------------------------	---

NONE

NOTES PAYABLE & MISCELLANEOUS LONG-TERM DEBT

1. Report each class of debt included in Accounts 223, 224 and 231.
2. Proceeds of general obligation issues, if subject to repayment by the utility, should be included in Account 223.
3. If there is more than one interest rate for an aggregate obligation issue, average the interest rates and report one rate.

Account and Description of Obligation (a and b)	Date of Issue (c)	Final Maturity Date (d)	Interest Rate (e)	Principal Amount End of Year (f)	
Notes Payable (231)					
WATER AND SEWER LOAN	09/11/2002	09/11/2003	4.75%	315,000	1
Total for Account 231				315,000	

TAXES ACCRUED (ACCT. 236)

Particulars (a)	Amount (b)	
Balance first of year	0	1
Accruals:		
Charged water department expense	5,423	2
Charged electric department expense		3
Charged sewer department expense	2,226	4
Other (explain):		
NONE		5
Total Accruals and other credits	7,649	
Taxes paid during year:		
County, state and local taxes		6
Social Security taxes	4,424	7
PSC Remainder Assessment	204	8
Other (explain):		
PROPERTY TAX EQUIVALENT	3,021	9
Total payments and other debits	7,649	
Balance end of year	0	

INTEREST ACCRUED (ACCT. 237)

1. Report below interest accrued on each utility obligation.
2. Report Customer Deposits under Account 231.

Description of Issue (a)	Interest Accrued Balance First of Year (b)	Interest Accrued During Year (c)	Interest Paid During Year (d)	Interest Accrued Balance End of Year (e)	
Bonds (221)					
NONE	0			0	1
Subtotal	0	0	0	0	
Advances from Municipality (223)					
NONE	0			0	2
Subtotal	0	0	0	0	
Other long-Term Debt (224)					
NONE	0			0	3
Subtotal	0	0	0	0	
Notes Payable (231)					
NOTE PAYABLE	0	475	475	0	4
Subtotal	0	475	475	0	
Total	0	475	475	0	

CONTRIBUTIONS IN AID OF CONSTRUCTION (ACCOUNT 271)

Particulars (a)	Water (b)	Electric		Sewer (e)	Gas (f)	Total (g)	
		Distribution (c)	Other (d)				
Balance First of Year	113,690	0	0	535,362	0	649,052	1
Add credits during year:							
For Services						0	2
For Mains						0	3
Other (specify):							
NONE						0	4
Deduct charges (specify):							
NONE						0	5
Balance End of Year	113,690	0	0	535,362	0	649,052	
Amount of federal and state grants in aid received for utility construction included in End of Year totals	25,131			419,864		444,995	6

BALANCE SHEET END-OF-YEAR ACCOUNT BALANCES

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Balance End of Year (b)	
Investment in Municipality (123):		
NONE		1
Total (Acct. 123):	0	
Other Investments (124):		
NONE		2
Total (Acct. 124):	0	
Special Funds (125):		
NONE		3
Total (Acct. 125):	0	
Notes Receivable (141):		
NONE		4
Total (Acct. 141):	0	
Customer Accounts Receivable (142):		
Water	4,650	5
Electric		6
Sewer (Regulated)	10,533	7
Other (specify):		
NONE		8
Total (Acct. 142):	15,183	
Other Accounts Receivable (143):		
Sewer (Non-regulated)		9
Merchandising, jobbing and contract work		10
Other (specify):		
SPECIAL ASSESSMENT	309	11
Total (Acct. 143):	309	
Receivables from Municipality (145):		
GENERAL FUND	508	12
Total (Acct. 145):	508	
Prepayments (165):		
NONE		13
Total (Acct. 165):	0	
Extraordinary Property Losses (182):		
NONE		14
Total (Acct. 182):	0	
Other Deferred Debits (183):		
NONE		15
Total (Acct. 183):	0	

BALANCE SHEET END-OF-YEAR ACCOUNT BALANCES

Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D) and all other lesser amounts grouped as Miscellaneous. Describe fully using other than account titles.

Particulars (a)	Balance End of Year (b)	
Payables to Municipality (233):		
GARBAGE COLLECTION	1,513	16
Total (Acct. 233):	1,513	
Other Deferred Credits (253):		
NONE		17
Total (Acct. 253):	0	

RETURN ON RATE BASE COMPUTATION

1. The data used in calculating rate base are averages.
2. Calculate those averages by summing the first-of-year and the end-of-year figures for each account and then dividing the sum by two.
3. Note: Do not include property held for future use or construction work in progress with utility plant in service. These are not rate base components.

Average Rate Base (a)	Water (b)	Electric (c)	Sewer (d)	Gas (e)	Total (f)	
Add Average:						
Utility Plant in Service	222,133	0	887,697	0	1,109,830	1
Materials and Supplies	3,113	0	354	0	3,467	2
Other (specify):						
NONE					0	3
Less Average:						
Reserve for Depreciation	86,098	0	407,952	0	494,050	4
Customer Advances for Construction					0	5
Contributions in Aid of Construction	113,690	0	535,362	0	649,052	6
Other (specify):						
NONE					0	7
Average Net Rate Base	25,458	0	(55,263)	0	(29,805)	
Net Operating Income	(15,960)	0	(2,428)	0	(18,388)	8
Net Operating Income as a percent of						
Average Net Rate Base	-62.69%	N/A	N/A	N/A	N/A	

RETURN ON PROPRIETARY CAPITAL COMPUTATION

1. The data used in calculating proprietary capital are averages.
2. Calculate those averages by summing the first-of-year and end-of-year figures for each account and then dividing by two.

Description (a)	Amount (b)	
Average Proprietary Capital		
Capital Paid in by Municipality	4,526	1
Appropriated Earned Surplus	0	2
Unappropriated Earned Surplus	78,119	3
Other (Specify):		
NONE		4
Total Average Proprietary Capital	82,645	
Net Income		
Net Income	(18,672)	5
Percent Return on Proprietary Capital	-22.59%	

IMPORTANT CHANGES DURING THE YEAR

Report changes of any of the following types:

1. Acquisitions.

2. Leaseholder changes.

3. Extensions of service.

4. Estimated changes in revenues due to rate changes.

5. Obligations incurred or assumed, excluding commercial paper.

6. Formal proceedings with the Public Service Commission.

7. Any additional matters.

FINANCIAL SECTION FOOTNOTES

Signature Page (Page ii)**ACCOUNTANTS' COMPILATION REPORT**

Gresham Municipal Water Utility
Gresham, Wisconsin

We have compiled the financial information in the accompanying Municipal Utility Annual Report (prescribed form) of the Gresham Municipal Water Utility as of December 31, 2002, and for the year then ended in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. We also have compiled the supplementary information presented in the Municipal Utility Annual Report.

Our compilation is limited to presenting in the form prescribed by the Public Service Commission of Wisconsin information that is the representation of management. We have not audited or reviewed the financial statements and supplementary information referred to above, and accordingly, do not express an opinion or any other form of assurance on them. This financial information was compiled by us from financial statements for the same period that we previously audited, as indicated in our report March 24, 2003.

These financial statements and supplementary information are presented in accordance with the requirements of the Public Service Commission of Wisconsin, which differ from accounting principles generally accepted in the United States of America. Accordingly, this financial information is not designed for those who are not informed about such differences.

KERBER, ROSE & ASSOCIATES, S.C.
April 30, 2003

FINANCIAL SECTION FOOTNOTES

Identification and Ownership - Contacts (Page iv)

no response; re-review 2003.

August 19, 2003

Ms. Loretta Pleshek, Office Manager
Gresham Municipal Water and Sewer Utility
P.O. Box 50
Gresham, WI 54128-

Re: 2002 Analytical Review DWCCA-2410-ELE

Dear Ms. Pleshek:

The Public Service Commission (Commission) staff has completed its analytical review of your utility's 2002 annual report. The primary purpose of the analytical review is to detect possible reporting or accounting related errors and also to identify significant fluctuations from prior years' data that are not sufficiently explained in the annual report. The analytical review did identify the following issues:

1. On Page W-16, three ¾-inch services are added and a footnote to the schedule indicates that customers paid for the services and the municipality is in the process of determining these costs. The correct procedure to book these costs to Account 345, Services, in 2003 would be to report the dollars in the adjustment column f on Page W-8 and footnote that schedule that this amount is for units added in 2002.
2. In 2000, the utility reported three services unit additions on Page W-16 and indicated that customers paid for the services and the dollars would be booked in 2001. In 2001, four services units were reported added on Page W-16 and \$4,000 was booked to Account 345, Services, on Page W-8, and \$4,000 as customer contributions to Account 271. In our 2001 review, we wrote your utility and asked if the \$4,000 includes the three services from 2000, but as of today's date we have not received a reply. Please indicate if the Account 345 additions and the Account 271 contributions for the three ¾-inch services added in 2000 have been booked.
3. On Page W-17, a footnote indicates that meters are being replaced instead of tested as the utility does not own testing equipment. Your water loss is currently well under the 25 percent maximum so you may continue with meter replacement every 20 years in lieu of testing. This applies to 5/8, ¾ and 1-inch meters. Meters larger than 1-inch must be tested or replaced according to 185.76, Wis. Adm. Code, which is every 4, 2 or year depending on size.
4. On Page W-7, the amount reported for Utility Plant Jan. 1 does not agree with the amount reported on the Net Utility Plant schedule, Page F-6, in 2001. Please use the correct amount in the future. For the 2002 property tax equivalent the difference is immaterial.

Responding to the questions posed from the analytical review does not

FINANCIAL SECTION FOOTNOTES

preclude you from possibly receiving other inquiries from our office regarding your annual report in the future: for instance, during a rate case, construction authorization, or other Commission reviews.

We appreciate your cooperation in providing the above information. If you have any questions, please feel free to contact me at (608) 266-3768. Please respond within 30 days of this letter. We prefer that you respond by e-mail if it is convenient for you to do so. My e-mail address is elaine.engelke@psc.state.wi.us. If we have no questions regarding your response, you can consider the review closed.

Sincerely,

Elaine Engelke
Financial Specialist
Division of Water, Compliance, and Consumer Affairs

ELE:pr:w:\compl\Analytical Reviews\2002 analytical review letters\2410
Gresham.doc

WATER OPERATING REVENUES & EXPENSES

Particulars (a)	Amounts (b)	
Operating Revenues		
Sales of Water		
Sales of Water (460-467)	52,824	1
Total Sales of Water	52,824	
Other Operating Revenues		
Forfeited Discounts (470)	355	2
Other Water Revenues (474)	37	3
Amortization of Construction Grants (475)	0	4
Total Other Operating Revenues	392	
Total Operating Revenues	53,216	
Operation and Maintenance Expenses		
Plant Operation and Maintenance Expenses (600-660)	35,238	5
General Operating Expenses (680-690)	24,290	6
Total Operation and Maintenance Expenses	59,528	
Other Operating Expenses		
Depreciation Expense (403)	4,225	7
Amortization Expense (404)		8
Taxes (408)	5,423	9
Total Other Operating Expenses	9,648	
Total Operating Expenses	69,176	
NET OPERATING INCOME	(15,960)	

WATER OPERATING REVENUES - SALES OF WATER

1. Where customer meters record cubic feet, multiply by 7.48 to obtain number of gallons.
2. Report estimated gallons for unmetered sales.
3. Sales to multiple dwelling buildings through a single meter serving 3 or more family units should be classified commercial.
4. Account 460, Unmetered Sales to General Customers - Gallons of Water Sold should not include in any way quantity of water, i.e. metered, or measured by tank or pool volume. The quantity should be estimated based on size of pipe, flow, foot of frontage, etc. Bulk water sales should be Account 460 if the quantity is estimated and should be Account 461 if metered or measured by volume. Water related to construction should be a measured sale of water (either Account 461 or Account 464).
5. Other accounts: see application Help files for details.

Particulars (a)	Average No. Customers (b)	Thousands of Gallons of Water Sold (c)	Amounts (d)	
Operating Revenues				
Sales of Water				
Unmetered Sales to General Customers (460)				
Residential				1
Commercial				2
Industrial				3
Total Unmetered Sales to General Customers (460)	0	0	0	
Metered Sales to General Customers (461)				
Residential	217	9,082	28,871	4
Commercial	26	2,534	6,925	5
Industrial	1	100	353	6
Total Metered Sales to General Customers (461)	244	11,716	36,149	
Private Fire Protection Service (462)				7
Public Fire Protection Service (463)	1		14,011	8
Other Sales to Public Authorities (464)	2	806	1,449	9
Sales to Irrigation Customers (465)				10
Sales for Resale (466)		0	0	11
Interdepartmental Sales (467)	6	108	1,215	12
Total Sales of Water	253	12,630	52,824	

SALES FOR RESALE (ACCT. 466)

Use a separate line for each delivery point.

Customer Name (a)	Point of Delivery (b)	Thousands of Gallons Sold (c)	Revenues (d)
------------------------------------	--	--	-------------------------------

NONE

OTHER OPERATING REVENUES (WATER)

1. Report revenues relating to each account and fully describe each item using other than the account title.
2. Report each item (when individually or when like items are combined) greater than \$10,000 (class AB), \$5,000 (class C) and \$2,000 (class D and privates) and all other lesser amounts grouped as Miscellaneous.
3. For a combined utility which also provides sewer service that is based upon water readings, report the return on net investment in meters charged to sewer department in Other Water Revenues (474).

Particulars (a)	Amount (b)	
Public Fire Protection Service (463):		
Amount billed (usually per rate schedule F-1 or Fd-1)	14,011	1
Wholesale fire protection billed		2
Amount billed for fighting fires outside utility's service areas (usually per rate schedule F-2 or BW-1)		3
Other (specify):		
NONE		4
Total Public Fire Protection Service (463)	14,011	
Forfeited Discounts (470):		
Customer late payment charges	355	5
Other (specify):		
NONE		6
Total Forfeited Discounts (470)	355	
Other Water Revenues (474):		
Return on net investment in meters charged to sewer department	37	7
Other (specify):		
NONE		8
Total Other Water Revenues (474)	37	
Amortization of Construction Grants (475):		
NONE		9
Total Amortization of Construction Grants (475)	0	

WATER OPERATION & MAINTENANCE EXPENSES

Each expense account that has an increase or a decrease when compared to the previous year of greater than 30 percent, but not less than \$2,000, shall be fully explained in the schedule footnotes.

Particulars (a)	Amount (b)	
PLANT OPERATION AND MAINTENANCE EXPENSES		
Salaries and Wages (600)	17,989	1
Purchased Water (610)		2
Fuel or Power Purchased for Pumping (620)	4,638	3
Chemicals (630)	150	4
Supplies and Expenses (640)	5,218	5
Repairs of Water Plant (650)	4,573	6
Transportation Expenses (660)	2,670	7
Total Plant Operation and Maintenance Expenses	35,238	
GENERAL OPERATING EXPENSES		
Administrative and General Salaries (680)	10,856	8
Office Supplies and Expenses (681)	787	9
Outside Services Employed (682)	3,800	10
Insurance Expense (684)	955	11
Employees Pensions and Benefits (686)	7,338	12
Regulatory Commission Expenses (688)		13
Miscellaneous General Expenses (689)	525	14
Uncollectible Accounts (690)	29	15
Total General Operating Expenses	24,290	
Total Operation and Maintenance Expenses	59,528	

TAXES (ACCT. 408 - WATER)

When allocation of taxes is made between departments, explain method used.
--

Description of Tax (a)	Method Used to Allocate Between Departments (b)	Amount (c)	
Property Tax Equivalent	1994 PSC	3,021	1
Less: Local and School Tax Equivalent on Meters Charged to Sewer Department	CALCULATION	110	2
Net property tax equivalent		2,911	
Social Security	BASED ON ACTUAL PAYROLL	2,372	3
PSC Remainder Assessment	BASED ON OPERATING REVENUES	140	4
Other (specify): NONE			5
Total tax expense		5,423	

PROPERTY TAX EQUIVALENT (WATER)

1. No property tax equivalent shall be determined for sewer utilities or town sanitary district water utilities.
2. Tax rates are those issued in November (usually) of the year being reported and are available from the municipal treasurer. Report the tax rates in mills to six (6) decimal places.
3. The assessment ratio is available from the municipal treasurer. Report the ratio as a decimal to six (6) places.
4. The utility plant balance first of year should include the gross book values of plant in service, property held for future use and construction work in progress.
5. An "other tax rate" is included in the "Net Local and School Tax Rate Calculation" to the extent that it is local. An example is a local library tax. Fully explain the rate in the Property Tax Equivalent schedule footnotes.
6. The Property Tax Equivalent to be reported for the year is determined pursuant to Wis. Stat § 66.0811(2). Report the higher of the current year calculation or the tax equivalent reported in the 1994 PSC annual report, unless, the municipality has authorized a lower amount, then that amount is reported as the property tax equivalent.
7. If the municipality has authorized a lower amount, the authorization description and date of the authorization must be reported in the Property Tax Equivalent schedule footnotes.

Particulars (a)	Units (b)	Total (c)	County A (d)	County B (e)	County C (f)	County D (g)	
County name			Shawano				1
SUMMARY OF TAX RATES							2
State tax rate	mills		0.230562				3
County tax rate	mills		6.330341				4
Local tax rate	mills		1.787679				5
School tax rate	mills		8.877059				6
Voc. school tax rate	mills		1.864093				7
Other tax rate - Local	mills		0.000000				8
Other tax rate - Non-Local	mills		0.000000				9
Total tax rate	mills		19.089734				10
Less: state credit	mills		1.233650				11
Net tax rate	mills		17.856084				12
PROPERTY TAX EQUIVALENT CALCULATION							13
Local Tax Rate	mills		1.787679				14
Combined School Tax Rate	mills		10.741152				15
Other Tax Rate - Local	mills		0.000000				16
Total Local & School Tax	mills		12.528831				17
Total Tax Rate	mills		19.089734				18
Ratio of Local and School Tax to Total	dec.		0.656312				19
Total tax net of state credit	mills		17.856084				20
Net Local and School Tax Rate	mills		11.719171				21
Utility Plant, Jan. 1	\$	222,133	222,133				22
Materials & Supplies	\$	2,949	2,949				23
Subtotal	\$	225,082	225,082				24
Less: Plant Outside Limits	\$	0	0				25
Taxable Assets	\$	225,082	225,082				26
Assessment Ratio	dec.		0.903420				27
Assessed Value	\$	203,344	203,344				28
Net Local & School Rate	mills		11.719171				29
Tax Equiv. Computed for Current Year	\$	2,383	2,383				30
Tax Equivalent per 1994 PSC Report	\$	3,021					31
Any lower tax equivalent as authorized by municipality (see note 6)	\$						32
Tax equiv. for current year (see note 6)	\$	3,021					34

WATER UTILITY PLANT IN SERVICE

1. All adjustments, corrections and reclassifications should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$10,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts other than account 372.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
INTANGIBLE PLANT			
Organization (301)	500		1
Franchises and Consents (302)	0		2
Miscellaneous Intangible Plant (303)	0		3
Total Intangible Plant	500	0	
SOURCE OF SUPPLY PLANT			
Land and Land Rights (310)	0		4
Structures and Improvements (311)	0		5
Collecting and Impounding Reservoirs (312)	0		6
Lake, River and Other Intakes (313)	0		7
Wells and Springs (314)	22,331		8
Infiltration Galleries and Tunnels (315)	0		9
Supply Mains (316)	0		10
Other Water Source Plant (317)	0		11
Total Source of Supply Plant	22,331	0	
PUMPING PLANT			
Land and Land Rights (320)	0		12
Structures and Improvements (321)	7,917		13
Boiler Plant Equipment (322)	0		14
Other Power Production Equipment (323)	0		15
Steam Pumping Equipment (324)	0		16
Electric Pumping Equipment (325)	11,279		17
Diesel Pumping Equipment (326)	0		18
Hydraulic Pumping Equipment (327)	0		19
Other Pumping Equipment (328)	0		20
Total Pumping Plant	19,196	0	
WATER TREATMENT PLANT			
Land and Land Rights (330)	0		21
Structures and Improvements (331)	0		22
Water Treatment Equipment (332)	975		23
Total Water Treatment Plant	975	0	
TRANSMISSION AND DISTRIBUTION PLANT			
Land and Land Rights (340)	500		24
Structures and Improvements (341)	0		25

WATER UTILITY PLANT IN SERVICE (cont.)

Accounts (d)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)	
INTANGIBLE PLANT				
Organization (301)			500	1
Franchises and Consents (302)			0	2
Miscellaneous Intangible Plant (303)			0	3
Total Intangible Plant	0	0	500	
SOURCE OF SUPPLY PLANT				
Land and Land Rights (310)			0	4
Structures and Improvements (311)			0	5
Collecting and Impounding Reservoirs (312)			0	6
Lake, River and Other Intakes (313)			0	7
Wells and Springs (314)			22,331	8
Infiltration Galleries and Tunnels (315)			0	9
Supply Mains (316)			0	10
Other Water Source Plant (317)			0	11
Total Source of Supply Plant	0	0	22,331	
PUMPING PLANT				
Land and Land Rights (320)			0	12
Structures and Improvements (321)			7,917	13
Boiler Plant Equipment (322)			0	14
Other Power Production Equipment (323)			0	15
Steam Pumping Equipment (324)			0	16
Electric Pumping Equipment (325)			11,279	17
Diesel Pumping Equipment (326)			0	18
Hydraulic Pumping Equipment (327)			0	19
Other Pumping Equipment (328)			0	20
Total Pumping Plant	0	0	19,196	
WATER TREATMENT PLANT				
Land and Land Rights (330)			0	21
Structures and Improvements (331)			0	22
Water Treatment Equipment (332)			975	23
Total Water Treatment Plant	0	0	975	
TRANSMISSION AND DISTRIBUTION PLANT				
Land and Land Rights (340)			500	24
Structures and Improvements (341)			0	25

WATER UTILITY PLANT IN SERVICE

1. All adjustments, corrections and reclassifications should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$10,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts other than account 372.1, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)
TRANSMISSION AND DISTRIBUTION PLANT		
Distribution Reservoirs and Standpipes (342)	16,294	26
Transmission and Distribution Mains (343)	90,795	27
Fire Mains (344)	0	28
Services (345)	29,383	29
Meters (346)	20,789	30
Hydrants (348)	17,963	31
Other Transmission and Distribution Plant (349)	0	32
Total Transmission and Distribution Plant	175,724	0
GENERAL PLANT		
Land and Land Rights (370)	0	33
Structures and Improvements (371)	262	34
Office Furniture and Equipment (372)	758	35
Computer Equipment (372.1)	0	36
Transportation Equipment (373)	0	37
Other General Equipment (379)	2,387	38
Other Tangible Property (390)	0	39
Total General Plant	3,407	0
Total utility plant in service directly assignable	222,133	0
Common Utility Plant Allocated to Water Department	0	40
Total utility plant in service	222,133	0

WATER UTILITY PLANT IN SERVICE (cont.)

Accounts (d)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)
TRANSMISSION AND DISTRIBUTION PLANT			
Distribution Reservoirs and Standpipes (342)			16,294 26
Transmission and Distribution Mains (343)			90,795 27
Fire Mains (344)			0 28
Services (345)			29,383 29
Meters (346)			20,789 30
Hydrants (348)			17,963 31
Other Transmission and Distribution Plant (349)			0 32
Total Transmission and Distribution Plant	0	0	175,724
GENERAL PLANT			
Land and Land Rights (370)			0 33
Structures and Improvements (371)			262 34
Office Furniture and Equipment (372)			758 35
Computer Equipment (372.1)			0 36
Transportation Equipment (373)			0 37
Other General Equipment (379)			2,387 38
Other Tangible Property (390)			0 39
Total General Plant	0	0	3,407
Total utility plant in service directly assignable	0	0	222,133
Common Utility Plant Allocated to Water Department			0 40
Total utility plant in service	0	0	222,133

SOURCE OF SUPPLY, PUMPING AND PURCHASED WATER STATISTICS

Expanded definitions of the three types of accounted-for water reported on this schedule are included in the schedule Help and in the Reference Manual Schedule Reference Sheet.

Month (a)	Sources of Water Supply			Total Gallons All Methods (000's) (e)	
	Purchased Water Gallons (000's) (b)	Surface Water Gallons (000's) (c)	Ground Water Gallons (000's) (d)		
January			1,142	1,142	1
February			1,165	1,165	2
March			1,332	1,332	3
April			1,776	1,776	4
May			1,242	1,242	5
June			1,194	1,194	6
July			1,365	1,365	7
August			1,139	1,139	8
September			1,085	1,085	9
October			1,288	1,288	10
November			1,033	1,033	11
December			1,107	1,107	12
Total annual pumpage	0	0	14,868	14,868	
Less: Water sold				12,630	13
Volume pumped but not sold				2,238	14
Volume sold as a percent of volume pumped				85%	15
Volume used for water production, water quality and system maintenance				698	16
Volume related to equipment/system malfunction					17
Non-utility volume NOT included in water sales					18
Total volume not sold but accounted for				698	19
Volume pumped but unaccounted for				1,540	20
Percent of water lost				10%	21
If more than 25%, indicate causes and state what action has been taken to reduce water loss:					22
Maximum gallons pumped by all methods in any one day during reporting year (000 gal.)				99	23
Date of maximum: 10/18/2002					24
Cause of maximum:					25
UNKNOWN					
Minimum gallons pumped by all methods in any one day during reporting year (000 gal.)				7	26
Date of minimum: 9/17/2002					27
Total KWH used for pumping for the year				58,215	28
If water is purchased: Vendor Name:					29
Point of Delivery:					30

SOURCES OF WATER SUPPLY - GROUND WATERS

Location (a)	Identification Number (b)	Depth in feet (c)	Well Diameter in inches (d)	Yield Per Day in gallons (e)	Currently In Service? (f)	
1276 MAIN STREET	1	102	6	21,600	Yes	1
1490 MAIN STREET	2	420	6	108,000	Yes	2

SOURCES OF WATER SUPPLY - SURFACE WATERS

Location (a)	Intakes			
	Identification Number (b)	Distance From Shore in feet (c)	Depth Below Surface in feet (d)	Diameter in inches (e)
NONE				

1

PUMPING & POWER EQUIPMENT

1. Use a separate column for each pump.
2. Indicate purpose of pump by: P for primary (from source to reservoir, treatment or distribution system), B for booster (from reservoir or treatment to distribution system, or within distribution system), or S for standby pumping equipment.
3. Indicate destination (of water pumped) by: R for reservoir, T for treatment or D for distribution system.

Particulars (a)	Unit A (b)	Unit B (c)	Unit C (d)	
Identification	WELL 1	WELL 2		1
Location	1276 MAIN	1490 MAIN		2
Purpose	P	P		3
Destination	D	D		4
Pump Manufacturer	PLEUGER	GOULDS		5
Year Installed	1982	1996		6
Type	VERTICAL TURBINE	VERTICAL TURBINE		7
Actual Capacity (gpm)	1	1		8
Pump Motor or Standby Engine Mfr	CUTLER HAMMER	WESTINGHOUSE		9
Year Installed	1976	1955		10
Type	ELECTRIC	ELECTRIC		11
Horsepower	15	5		12

Particulars (a)	Unit D (b)	Unit E (c)	Unit F (d)	
Identification				14
Location				15
Purpose				16
Destination				17
Pump Manufacturer				18
Year Installed				19
Type				20
Actual Capacity (gpm)				21
Pump Motor or Standby Engine Mfr				22
Year Installed				23
Type				24
Horsepower				25

RESERVOIRS, STANDPIPES & WATER TREATMENT

1. Identify as R (reservoir), S (standpipe) & ET (elevated tank).
2. Use a separate column for each using additional copies if necessary.
3. Enter elevation difference between highest water level in S or ET, (or R only on an elevated site) and the water main where the connection to the storage begins branching into the distribution system.

Particulars (a)	Unit A (b)	Unit B (c)	Unit C (d)
Identification number or name	1		1
RESERVOIRS, STANDPIPES			2
OR ELEVATED TANKS			3
Type: R (reservoir), S (standpipe) or ET (elevated tank)	ET		4
Year constructed	1955		5
Primary material (earthen, steel, concrete, other)	STEEL		6
Elevation difference in feet (See Headnote 3.)	78		7
Total capacity in gallons (actual)	100,000		8
WATER TREATMENT PLANT			9
Disinfection, type of equipment (gas, liquid, powder, other)	OTHER		10
Points of application (wellhouse, central facilities, booster station, other)	WELLHOUSE		11
Filters, type (gravity, pressure, other, none)	NONE		12
Rated capacity of filter plant (m.g.d.) (note: 1,200,000 gal/day = 1.2 m.g.d.)	0.0000		13
Is a corrosion control chemical used (yes, no)?	N		14
Is water fluoridated (yes, no)?	N		15

WATER MAINS

1. Report mains separately by pipe material, function, diameter and either within or outside the municipal boundaries.
2. Identify pipe material as: L (Lead), M (Metal for all other metal excluding lead), A (Asbestos-cement), or P (Plastic for plastic and all other non-metal excluding asbestos-cement).
3. Identify function as: T (Transmission), D (Distribution) or S (Supply).
4. Explain all reported adjustments as a schedule footnote.
5. For main additions reported in column (e), as a schedule footnote:
 - a. Explain how the additions were financed.
 - b. If assessed against property owners, explain the basis of the assessments.
 - c. If the assessments are deferred, explain.

Number of Feet								
Pipe Material (a)	Main Function (b)	Diameter in Inches (c)	First of Year (d)	Added During Year (e)	Retired During Year (f)	Adjustments Increase or (Decrease) (g)	End of Year (h)	
P	D	2.000	340	0	0	0	340	1
A	D	4.000	454	0	0	0	454	2
M	D	4.000	200	0	0	0	200	3
A	D	6.000	17,414	0	0	0	17,414	4
M	S	6.000	160	0	0	0	160	5
P	D	6.000	917	0	0	0	917	6
A	D	8.000	2,785	0	0	0	2,785	7
M	T	8.000	380	0	0	0	380	8
Total Within Municipality			22,650	0	0	0	22,650	
Total Utility			22,650	0	0	0	22,650	

WATER SERVICES

1. Explain all reported adjustments as a schedule footnote.
2. Report in column (h) the number of utility-owned services included in columns (c) through (g) which are temporarily shut off at the curb box or otherwise not in use at end of year.
3. For services added during the year in column (d), as a schedule footnote:
 - a. Explain how the additions were financed.
 - b. If assessed against property owners, explain the basis of the assessments.
 - c. If installed by a property owner or developer, explain the basis of recording the cost of the additions, the total amount and the number of services recorded under this method.
 - d. If any were financed by application of Cz-1, provide the total amount recorded and the number of services recorded under this method.
4. Report services separately by pipe material and diameter.
5. Identify pipe material as: L (Lead), M (Metal for all other metal excluding lead), A (Asbestos-cement) or P (Plastic for plastic and all other non-metal excluding asbestos-cement).

Pipe Material (a)	Diameter in Inches (b)	First of Year (c)	Added During Year (d)	Removed or Permanently Disconnected During Year (e)	Adjustments Increase or (Decrease) (f)	End of Year (g)	Utility Owned Services Not In Use at End of Year (h)	
M	0.750	15	7	0	0	22		1
P	0.750	217	0	0	0	217	3	2
M	1.000	7	0	0	0	7		3
M	1.500	2	0	0	0	2		4
M	2.000	2	0	0	0	2		5
Total Utility		243	7	0	0	250	3	

METERS

1. Include in Columns (b), (c), (d), (e) and (f) meters in stock as well as those in service.
2. Report in Column (c) all meters purchased during the year and in Column (d) all meters junked, sold or otherwise permanently retired during the year.
3. Use Column (e) to show correction to previously reported meter count because of inventory or property record corrections.
4. Totals by size in Column (f) should equal same size totals in Column (o).
5. Explain all reported adjustments as a schedule footnote.

Number of Utility-Owned Meters

Size of Meter (a)	First of Year (b)	Added During Year (c)	Retired During Year (d)	Adjustments Increase or (Decrease) (e)	End of Year (f)	Tested During Year (g)	
0.625	234	0	0	0	234	0	1
1.000	11	0	0	0	11	0	2
1.250	1	0	0	0	1	0	3
1.500	4	0	0	0	4	0	4
2.000	4	0	0	0	4	0	5
2.500	1	0	0	0	1	0	6
3.000	1	0	0	0	1	0	7
Total:	256	0	0	0	256	0	

Classification of All Meters at End of Year by Customers

Size of Meter (h)	Residential (i)	Commercial (j)	Industrial (k)	Public Authority (l)	Wholesale, Inter-Department or Utility Use (m)	In Stock and Deduct Meters (n)	Total (o)	
0.625	198	21	0	1	2	12	234	1
1.000	1	2	1	0	3	4	11	2
1.250	0	0	0	0	0	1	1	3
1.500	0	3	0	0	1	0	4	4
2.000	0	1	0	1	0	2	4	5
2.500	0	0	0	0	1	0	1	6
3.000	0	0	0	0	0	1	1	7
Total:	199	27	1	2	7	20	256	

HYDRANTS AND DISTRIBUTION SYSTEM VALVES

1. Distinguish between fire and flushing hydrants by lead size.
 - a. Fire hydrants normally have a lead size of 6 inches or greater.
 - b. Record as a flushing hydrant where the lead size is less than 6 inches or if pressure is inadequate to provide fire flow.
2. Explain all reported adjustments in the schedule footnotes.
3. Report fire hydrants as within or outside the municipal boundaries.

Hydrant Type (a)	Number In Service First of Year (b)	Added During Year (c)	Removed During Year (d)	Adjustments Increase or (Decrease) (e)	Number In Service End of Year (f)	
Fire Hydrants						
Outside of Municipality	0				0	1
Within Municipality	38				38	2
Total Fire Hydrants	38	0	0	0	38	
Flushing Hydrants						
	3				3	3
Total Flushing Hydrants	3	0	0	0	3	

NR811.08(5) recommends that a schedule shall be adopted and followed for operating each system valve and hydrant at least once each two years. Please provide the number operated during the year

Number of hydrants operated during year:	35
Number of distribution system valves end of year:	31
Number of distribution valves operated during year:	27

WATER OPERATING SECTION FOOTNOTES

Water Operation & Maintenance Expenses (Page W-05)

Salaries and Wages (600), Administrative and General Salaries (680) have decreased and increased respectively due to updating of the allocation of wages between the utilities.

Supplies and Expenses (640) has increased this year due to the need for additional water testing.

Water Services (Page W-16)

Service additions were financed by customers. There were no additions to the assets at this point due to a lack of information to come up with the cost of these additions. The Municipality is in the process of acquiring this information.

Meters (Page W-17)

Meters are not tested by the utility. When a problem is detected, the meter is replaced and sent in for service. The utility does not own the proper testing equipment and has determined that at this time they will enlist the services of an outside company for testing or continue their strategy.

SEWER OPERATING REVENUES & EXPENSES

Particulars (a)	Amounts (b)	
Operating Revenues		
Sewage Operating Revenues		
Sewage Operating Revenues (621-626)	82,411	1
Total Sewage Operating Revenues	82,411	
Other Operating Revenues		
Forfeited Discounts (631)	723	2
Servicing of Customers Laterals (632)	0	3
Sale of Fertilizer (633)	0	4
Rent from Sewerage Properties (634)	0	5
Miscellaneous Operating Revenues (635)	2,000	6
Amortization of Construction Grants (636)	0	7
Total Other Operating Revenues	2,723	
Total Operating Revenues	85,134	
Operation and Maintenance Expenses		
Operation Expenses (820-829)	41,310	8
Maintenance Expenses (831-834)	0	9
Customer Accounting & Collection Expenses (840-843)	6,150	10
Administrative and General Expenses (850-857)	16,570	11
Total Operation and Maintenance Expenses	64,030	
Other Operating Expenses		
Depreciation Expense (403)	21,305	12
Amortization Expense (404)		13
Taxes (408)	2,227	14
Total Other Operating Expenses	23,532	
Total Operating Expenses	87,562	
NET OPERATING INCOME	(2,428)	

SEWAGE OPERATING REVENUES

1. Where customer meters record cubic feet, multiply by 7.48 to obtain number of gallons.
2. Report estimated gallons for flat rate service.
3. Sales to multiple dwelling buildings through a single meter serving 3 or more family units should be classified commercial.
4. In the gallons column, report metered water or sewage used as the basis in determining customer bills.

Particulars (a)	Average No. Customers (b)	Thousands of Gallons Billed (c)	Amounts (d)	
Operating Revenues				
Sewage Operating Revenues				
Flat Rate Service to General Customers (621)				
Residential Revenues				1
Commercial Revenues				2
Industrial Revenues				3
Revenues from Public Authorities				4
Total Flat Rate Service to General Customers (621)	0	0	0	
Measured Service to General Customers (622)				
Residential Revenues	218	9,082	61,451	5
Commercial Revenues	26	2,534	15,002	6
Industrial Revenues	1	100	612	7
Revenues from Public Authorities	2	806	4,447	8
Total Measured Service to General Customers (622)	247	12,522	81,512	
Service to Public Authorities (623)				9
Service to Other Systems (624)				10
Other Sewerage Service (625)				11
Interdepartmental Service (626)	5	108	899	12
Total Sewage Operating Revenues	252	12,630	82,411	

HIGH STRENGTH CONTRIBUTORS

1. High strength contributor is one with waste stronger than 250 mg/l for B.O.D. or 250 mg/l for suspended solids or 10 mg/l for phosphorus.
2. If domestic strength limits for BOD, SS and Phos. used for rate purposes are different from the levels indicated, please note the limits used in the spaces available.
3. The units "mg/l" are now used in place of the equivalent "ppm."
4. List type, volume, strength.

Type (a)	Volume Annual Gallons (000's) (b)	BOD (mg/l) (c)	SS (mg/l) (d)	Phos (mg/l) (e)
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NONE

OTHER OPERATING REVENUES (SEWER)

1. Report revenues relating to each account and fully describe each item using other than the account title.
2. Report each item (when individually or when like items are combined) greater than \$2,000 and all other lesser amounts grouped as Miscellaneous.
3. For a combined utility which also provides sewer service that is based upon water readings, report the return on net investment in meters charged to sewer department in Other Water Revenues (474).

Particulars (a)	Amount (b)	
Customers Forfeited Discounts (631):		
Customer late payment charges	723	1
Other (specify):		
NONE		2
Total Customers Forfeited Discounts (631)	723	
Servicing of Customers Laterals (632):		
NONE		3
Total Servicing of Customers Laterals (632)	0	
Sale of Fertilizer (633):		
NONE		4
Total Sale of Fertilizer (633)	0	
Rent from Sewerage Property (634):		
NONE		5
Total Rent from Sewerage Property (634)	0	
Miscellaneous Operating Revenues (635):		
SANITARY BENEFIT CHARGE	2,000	6
Total Miscellaneous Operating Revenues (635)	2,000	
Amortization of Construction Grants (636):		
NONE		7
Total Amortization of Construction Grants (636)	0	

SEWER OPERATION & MAINTENANCE EXPENSES

Each expense account that has an increase or a decrease when compared to the previous year of greater than 30 percent, but not less than \$2,000, shall be fully explained in the schedule footnotes.

Particulars (a)	Amount (b)	
OPERATION EXPENSES		
Supervision and Labor (820)	16,701	1
Power and Fuel for Pumping (821)	4,245	2
Power and Fuel for Aeration Equipment (822)	9,877	3
Chlorine (823)	973	4
Phosphorous Removal Chemicals (824)		5
Sludge Conditioning Chemicals (825)		6
Other Chemicals for Sewage Treatment (826)		7
Other Operating Supplies and Expenses (827)	8,089	8
Transportation Expenses (828)	1,425	9
Rents (829)		10
Total Operation Expenses	41,310	
MAINTENANCE EXPENSES		
Maintenance of Sewage Collection System (831)		11
Maintenance of Collection System Pumping Equipment (832)		12
Maintenance of Treatment and Disposal Plant Equipment (833)		13
Maintenance of General Plant Structures and Equipment (834)		14
Total Maintenance Expenses	0	
CUSTOMER ACCOUNTING & COLLECTION EXPENSES		
Billing, Collecting and Accounting (840)	5,750	15
Flat Rate Inspections (841)		16
Meter Reading (842)	352	17
Uncollectible Accounts (843)	48	18
Total Customer Accounting & Collection Expenses	6,150	
ADMINISTRATIVE AND GENERAL EXPENSES		
Administrative and General Salaries (850)	4,071	19
Office Supplies and Expenses (851)	12	20
Outside Services Employed (852)	3,800	21
Insurance Expense (853)	1,036	22
Employees Pensions and Benefits (854)	7,026	23

SEWER OPERATION & MAINTENANCE EXPENSES

Each expense account that has an increase or a decrease when compared to the previous year of greater than 30 percent, but not less than \$2,000, shall be fully explained in the schedule footnotes.

Particulars (a)	Amount (b)	
ADMINISTRATIVE AND GENERAL EXPENSES		
Regulatory Commission Expenses (855)		24
Miscellaneous General Expenses (856)	625	25
Rents (857)		26
Total Administrative and General Expenses	16,570	
Total Operation and Maintenance Expenses	64,030	

TAXES (ACCT. 408 - SEWER)

When allocation of taxes is made between departments, explain method used.
--

Description of Tax (a)	Method Used to Allocate Between Departments (b)	Amount (c)	
Social Security	BASED ON ACTUAL PAYROLL	2,052	1
Local and School Tax Equivalent on Meters Charged by Water Department		110	2
PSC Remainder Assessment	BASED ON OPERATING REVENUES	65	3
Other (specify): NONE			4
Total tax expense		2,227	

SEWER UTILITY PLANT IN SERVICE

1. All adjustments, corrections and reclassifications should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$10,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
INTANGIBLE PLANT			
Organization (301)	558		1
Franchises and Consents (302)	0		2
Miscellaneous Intangible Plant (303)	0		3
Total Intangible Plant	558	0	
COLLECTION SYSTEM			
Land and Land Rights (310)	1,003		4
Structures and Improvements (311)	0		5
Service Connections, Traps, and Accessories (312)	29,145		6
Collecting Mains and Accessories (313)	135,841		7
Interceptor Mains and Accessories (314)	0		8
Force Mains (315)	183,561		9
Other Collecting System Equipment (316)	0		10
Total Collection System	349,550	0	
COLLECTION SYSTEM PUMPING INSTALLATIONS			
Land and Land Rights (320)	0		11
Structures and Improvements (321)	0		12
Receiving Wells (322)	6,558		13
Electric Pumping Equipment (323)	35,330	5,625	14
Other Power Pumping Equipment (324)	48,940		15
Miscellaneous Pumping Equipment (325)	0		16
Total Collection System Pumping Installations	90,828	5,625	
TREATMENT AND DISPOSAL PLANT			
Land and Land Rights (330)	3,956		17
Structures and Improvements (331)	177,679		18
Preliminary Treatment Equipment (332)	0		19
Primary Treatment Equipment (333)	0		20
Secondary Treatment Equipment (334)	75,173		21
Advanced Treatment Equipment (335)	0		22
Chlorination Equipment (336)	13,046		23
Sludge Treatment and Disposal Equipment (337)	2,388		24
Plant Site Piping (338)	19,604		25
Flow Metering and Monitoring Equipment (339)	7,717		26
Outfall Sewer Pipes (340)	127,075		27

SEWER UTILITY PLANT IN SERVICE (cont.)

Accounts (d)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)	
INTANGIBLE PLANT				
Organization (301)			558	1
Franchises and Consents (302)			0	2
Miscellaneous Intangible Plant (303)			0	3
Total Intangible Plant	0	0	558	
COLLECTION SYSTEM				
Land and Land Rights (310)			1,003	4
Structures and Improvements (311)			0	5
Service Connections, Traps, and Accessories (312)			29,145	6
Collecting Mains and Accessories (313)			135,841	7
Interceptor Mains and Accessories (314)			0	8
Force Mains (315)			183,561	9
Other Collecting System Equipment (316)			0	10
Total Collection System	0	0	349,550	
COLLECTION SYSTEM PUMPING INSTALLATIONS				
Land and Land Rights (320)			0	11
Structures and Improvements (321)			0	12
Receiving Wells (322)			6,558	13
Electric Pumping Equipment (323)			40,955	14
Other Power Pumping Equipment (324)			48,940	15
Miscellaneous Pumping Equipment (325)			0	16
Total Collection System Pumping Installations	0	0	96,453	
TREATMENT AND DISPOSAL PLANT				
Land and Land Rights (330)			3,956	17
Structures and Improvements (331)			177,679	18
Preliminary Treatment Equipment (332)			0	19
Primary Treatment Equipment (333)			0	20
Secondary Treatment Equipment (334)			75,173	21
Advanced Treatment Equipment (335)			0	22
Chlorination Equipment (336)			13,046	23
Sludge Treatment and Disposal Equipment (337)			2,388	24
Plant Site Piping (338)			19,604	25
Flow Metering and Monitoring Equipment (339)			7,717	26
Outfall Sewer Pipes (340)			127,075	27

SEWER UTILITY PLANT IN SERVICE

1. All adjustments, corrections and reclassifications should be reported in Column (f), Adjustments.
2. Explain fully as a schedule footnote the nature of all entries reported in Column (f), Adjustments.
3. Explain as a schedule footnote the dollar additions and retirements reported in Columns (c) and (e) for each account over \$10,000 not supported by statistical schedules.
4. Use only the account titles listed. If the utility has subaccounts, combine them into one total and detail by subaccount as a schedule footnote.

Accounts (a)	Balance First of Year (b)	Additions During Year (c)	
TREATMENT AND DISPOSAL PLANT			
Other Treatment and Disposal Plant Equipment (341)	0		28
Total Treatment and Disposal Plant	426,638	0	
GENERAL PLANT			
Land and Land Rights (370)	0		29
Structures and Improvements (371)	0		30
Office Furniture and Equipment (372)	1,145		31
Computer Equipment (372.1)	0		32
Transportation Equipment (373)	0		33
Other General Equipment (379)	16,166		34
Other Tangible Property (390)	0		35
Total General Plant	17,311	0	
Total utility plant in service directly assignable	884,885	5,625	
Common Utility Plant Allocated to Sewer Department	0		36
Total utility plant in service	884,885	5,625	

SEWER UTILITY PLANT IN SERVICE (cont.)

Accounts (d)	Retirements During Year (e)	Adjustments Increase or (Decrease) (f)	Balance End of Year (g)
TREATMENT AND DISPOSAL PLANT			
Other Treatment and Disposal Plant Equipment (341)			0 28
Total Treatment and Disposal Plant	0	0	426,638
GENERAL PLANT			
Land and Land Rights (370)			0 29
Structures and Improvements (371)			0 30
Office Furniture and Equipment (372)			1,145 31
Computer Equipment (372.1)			0 32
Transportation Equipment (373)			0 33
Other General Equipment (379)			16,166 34
Other Tangible Property (390)			0 35
Total General Plant	0	0	17,311
Total utility plant in service directly assignable	0	0	890,510
Common Utility Plant Allocated to Sewer Department			0 36
Total utility plant in service	0	0	890,510

SEWER SERVICES

1. Explain all reported adjustments as a schedule footnote.
2. Report in column (h) the number of utility-owned services included in columns (c) through (g) which are temporarily disconnected or otherwise not in use at end of year.
3. For services added during the year in column (d), as a schedule footnote:
 - a. Explain how the additions were financed.
 - b. If assessed against property owners, explain the basis of the assessments.
 - c. If installed by a property owner or developer, explain the basis of recording the cost of the additions, the total amount and the number of services recorded under this method.
 - d. If any were financed by application of Cz-1, provide the total amount recorded and the number of services recorded under this method.
4. Report services separately by diameter; pipe materials do not need to be specified.

Pipe Material (a)	Diameter in Inches (b)	First of Year (c)	Added During Year (d)	Removed or Permanently Disconnected During Year (e)	Adjustments Increase or (Decrease) (f)	End of Year (g)	Utility Owned Services Not In Use at End of Year (h)	
Sewer	4.000	243	0	0	0	243	3	1
Total Utility		243	0	0	0	243	3	

SEWER MAINS

1. Report mains separately by diameter. Pipe materials do not need to be specified.
2. Explain all reported adjustments as a schedule footnote.
3. For main additions reported in column (c), as a schedule footnote:
 - a. Explain how the additions were financed.
 - b. If assessed against property owners, explain the basis of the assessments.
 - c. If the assessments are deferred, explain.

Number of Feet						
Diameter in Inches (a)	First of Year (b)	Added During Year (c)	Retired During Year (d)	Adjustments Increase or (Decrease) (e)	End of Year (f)	
4.000	120	0	0	0	120	1
6.000	340	0	0	0	340	2
8.000	19,767	0	0	0	19,767	3
10.000	1,977	0	0	0	1,977	4
Total Utility	22,204	0	0	0	22,204	

SEWER OPERATING SECTION FOOTNOTES

Sewer Operation & Maintenance Expenses (Page S-05)

Supervision and Labor (820) and Administrative and General Salaries (850) have decreased and increased respectively due to an adjustment to the allocation between utilities.

Maintenance of Sewage Collection System (831) had decreased due to there not being a need for maintenance of the Collection System this year.
